



THE COMMUNICATOR

Grant County Employee Newsletter

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Changing for success....

This year's legislative changes spawned arms of challenges and opportunity to reflect on current employment policies and practices. What works and what doesn't work? This is new water for most of us and the process has been a challenge given the rather quick time frame to meet deadlines. Thank you for all of your comments and suggestions regarding our draft policy revisions. We take your input seriously and as you have seen, we have listened to your suggestions. Together, we can continue to make Grant County the place of choice to work.



Joyce Roling,
Personnel
Director

Things you need to know:

Contracts? What contracts? There is still a union until the county officially receives notice from the representing union that they no longer represent the employees. Even though we are limited to negotiating wages up to CPI, we cannot, nor should not, forget that most of our employees are represented.

Where do we find policies? The newly revised Employee Handbook will include standard policies. Although we try to be consistent with everyone, there will be some department specific policies because of unique needs. Please make sure you read the revised policies regarding your benefits, such as vacation, sick leave, etc. as they are distributed.

Grievance Procedure. The biggest change with the grievance policy is that a grievance can not be filed unless there is discipline that results in lost time (suspension), wages, termination, or if it is a workplace safety issue. Any verbal, written, or instructional discipline is not grievable. With that being said, employees are encouraged to talk with their supervisor if they do not understand or disagree with the action they have taken. This allows for managers to manage and employees to work things out within their department.

At will employment. Grant County will continue to be an at-will employer. We take pride in providing fair compensation, benefits and respect for our employees in return for professional quality services and respect our staff provides.

Payroll. Direct deposit of paychecks will be mandatory effective January 1, 2012. You can, however, enroll in direct deposit anytime before then. Contact the personnel or finance office for the form.

Overtime. Overtime accumulates after 40 hours in a week instead of 8 in a day. There are a couple of departments who have a more specific policy to fit their unique needs.

Position Postings/job opening: Departments have the prerogative to post positions internally only or internal and external at the same time. Seniority is not an essential factor in the hiring process. The county will hire the most qualified person based on knowledge, skills, and abilities. Aptitude and attitude make a difference as well as background checks and references.

Health Insurance: A Health Reimbursement Arrangement (HRA) will be implemented January 1, 2012. Please refer to this and future newsletters for details.

Future changes: It is uncertain at this time what other changes the county is looking at in the future. As stated, we are currently reviewing our Employee Handbook and Administrative Manual. We do know that the county has taken the initiative to get input from departments and staff prior to getting approval at the county board level. Should you have any questions and concerns as we progress through this transition, please do not hesitate to call me.

Anyone wishing to have a specific subject discussed in a future newsletter may contact Joyce Roling at 723-2045.

Office Visit Co-pay Reimbursement requests due October 10th

The Personnel Office will be accepting office visit co-pay reimbursement requests on the following dates for 2011: October 10th and January 16th (of 2012). You may print a reimbursement request form off the County's website www.co.grant.wi.gov. The form is located under the tab: County Employee HR Documents. As always, you may also contact the Personnel Office for a form. Any 2011 dates of service submitted after January 16, 2012 will be denied.

Open Enrollment (November)

It's Almost That Time of Year Again.....

The County's Annual Open Enrollment period for insurance, flex, deferred compensation, and AFLAC changes will be November 1st thru the 30th. All changes will be effective January 1st. Please watch for a special Open Enrollment edition of The Communicator that will be sent to you during the latter part of October and will contain all the information and forms you will need during Open Enrollment.

Tentative Visit Schedule for Supplemental Insurance

AFLAC will be here the last week in October

Platinum will be here November 14th and 15th

Tentative Visit Schedule for Deferred Compensation

Nationwide will be here the first week in November

Wisconsin Deferred Comp will be here November 14th and 15th

AXA Advisors Deferred Comp will be here before the end of the year

2012 Dental Insurance Costs



The 2012 Dental Insurance costs are not ready yet. They should be available by the time we publish the special Open Enrollment edition of The Communicator.

Grant County's Monthly Health Insurance Costs

2011					2012				
DEAN HEALTH PLANS (6.2% over 2010)					DEAN HEALTH PLANS (19.5% less than 2011)				
	TOTAL COST	COUNTY SHARE *	EMPLOYEE SHARE *	FLEX PER CHECK *		TOTAL COST	COUNTY SHARE *	EMPLOYEE SHARE *	FLEX PER CHECK *
SINGLE	607.29	576.93	30.36	15.18	SINGLE	488.87	464.43	24.44	12.22
FAMILY	1730.78	1471.16	259.62	129.81	FAMILY	1393.28	1184.28	209.00	104.50
EMP/SP	1275.31	1084.01	191.30	95.65	EMP/SP	1026.63	872.63	154.00	77.00
EMP/CH	1153.85	980.77	173.08	86.54	EMP/CH	928.85	789.51	139.34	69.67
MEDICAL ASSOCIATES (12.2% over 2010)					MEDICAL ASSOCIATES (35.6% less than 2011)				
	TOTAL COST	COUNTY SHARE *	EMPLOYEE SHARE *	FLEX PER CHECK *		TOTAL COST	COUNTY SHARE *	EMPLOYEE SHARE *	FLEX PER CHECK *
SINGLE	670.95	637.39	33.56	16.78	SINGLE	431.81	410.21	21.60	10.80
FAMILY	1556.60	1323.10	233.50	116.75	FAMILY	1001.80	851.52	150.28	75.14
EMP/SP	1409.00	1197.64	211.36	105.68	EMP/SP	906.80	770.78	136.02	68.01
EMP/CH	1207.71	1026.55	181.16	90.58	EMP/CH	777.26	660.66	116.60	58.30

* Note: County and Employee shares of health insurance are pro-rated for regular part-time employees.

2012 Health Insurance Changes

Grant County is continuing Medical Associates and Dean health plans effective 1/1/2012, but there will be a plan design change as follows:

1. The monthly premium (cost) of health insurance decreased (see chart on prior page)
2. Members no longer pay office visit and emergency room visit co-pays
3. Brand name prescription drug co-pay will increase to \$30 (from \$10)
4. Generic prescription drug co-pay will increase to \$10 (from \$5 or \$6)
5. Deductible for medical care will be added as follows:
 - Single plan: Employee pays first \$500; County pays the remaining \$1,500
 - Employee/Spouse, Employee/Child, and Family plans: Employee pays first \$500 per person, but no more than \$1,000 for the family; County pays the remaining \$3,000
6. If the employee/family doesn't exceed the deductible, a portion of the unused amount the County would have paid is rolled over for future use towards the employees share of deductibles.

Employees may continue to utilize pre-tax flexible spending accounts to reduce their anticipated deductible and co-pay expenditures. This may save them approximately \$30 in taxes for each \$100 they flex. The County has decided to pay the employee's annual \$54 administrative fee in 2012.

We are planning another round of education meetings on the upcoming changes to the Health insurance and implementation of the HRA programs. We will also cover how the current flex (section 125) program works and how you may use this to reduce your out of pocket expenses. All employees on the Dean HRA program will be required to complete a direct deposit slip.

We have scheduled these meetings over a few weeks and on different days to try to accommodate everyone's schedule. As well, we have added an evening meeting. Open enrollment will be the month of November with all paperwork required to be in Personnel office by 4 p.m. on November 30th. Watch in late October for a special edition of "The Communicator" that provides information for the annual Open Enrollment period.

HRA Meeting Schedule

October 13 th	4:45 p.m. to 5:45 p.m.; Administration building (Co. Board Room)
October 18 th	11:30 a.m. to 12:30 p.m.; Community Serv. bldg (ADRC conf. room) 4:30 p.m. to 5:30 p.m.; Law Enforcement Center (large conf. room)
October 20 th	12:30 p.m. to 1:30 p.m.; Orchard Manor (inservice classroom)
November 2 nd	11:30 a.m. to 12:30 p.m.; Community Serv. bldg (ADRC conf. room) 4:30 p.m. to 5:30 p.m.; Law Enforcement Center (large conf. room)
November 3 rd	6:00 p.m. to 7:00 p.m.; Administration building (Co. Board Room)
November 7 th	11:30 a.m. to 12:30 p.m.; Administration building (Co. Board Room)

Please make an effort to attend these meetings so you understand how the process works. Spouses are welcome to attend.

Influenza Shots

The Grant County Health Department is offering flu shots to county employees. Dean and Medical Associates Health Plans will pay for these shots. Bring your insurance card with you to any of our clinics or office when you receive your shot. Free flu shots are also available for children 18 years and under.

Special Employee Influenza Shot Clinics

Highway Dept; September 29th; 3:00 to 3:30pm
Orchard Manor; September 30th; 8:15 to 10:15am
Unified Community Services; October 27th; 8:45 to 9:15am
Social Services; November 9th; 11:30am to 12:30pm
Health Dept; Any Tuesday; 8:30am to 12:00pm; 1:00pm to 4:00pm

(If you are making a special trip to the Health Dept. on other days, call 723-6416 to be sure that a nurse is available.)

The complete schedule for immunizations can be found on the county website at www.co.grant.wi.gov (click on Health Department).

Flu shots and good hand washing are two of the best ways to prevent illness!

Service Anniversaries

(5 year increments)

Donna Haines, 35 years on October 12th

Patricia Schramm, 30 years on October 30th

Mary Miles, 25 years on November 7th

Brenda Shireman, 20 years on October 28th

Richard Place, 20 years on November 12th

Kariann Yoose, 15 years on November 21st

Tracy Champion, 15 years on December 6th

Wanita Blindert, 15 years on December 10th

Cindy Kratcha, 10 years on October 11th

Eric Hottenstein, 5 years on October 29th

Johanne Stohlmeyer, 5 years on November 1st

Kelly Mergen, 5 years on December 11th

Congratulations on reaching these milestones! Thank you.